

Space Family Education, Inc.
Board of Director's Open Meeting

Director Report

Staffing

Resignations:

Ms. Diane Hicks in room 4 will leave after March 15 to have her baby and to stay home to take care of her baby.

New Hires:

Ms. Sandra Ishikawa is the new hired for room 4, replacing Ms. Diane. According to Ms. Ricki, Ms. Sandra is a very good teacher and has 25 years of experience in childcare. Ms. Sandra will start early while Ms. Diane is still here to ensure a smooth transition.

Other:

No report

Operations

Facility:

Mr. Joel Walker from Center Operations and Mr. Robert Hall, our NASA liaison, joined the BOD meeting to discuss JSC Security policy changes and the new Gilruth gate. About two weeks ago the childcare center Director informed parents that JSC Security wanted all non-badged parents and guardians to use only Gate 4 (Space Center Blvd. near Bay Area Blvd.) for dropping off and picking up children. Some parents were having issues with the one gate policy, mostly because of the inconvenience and concerns about emergency evacuation situation.

Mr. Walker reported that JSC is going through many security changes. One of such changes is the new Gilruth fence and gate, which was moved up because of the September 11th incident. An internal fence is being built to allow direct access to the Gilruth and its facilities from Space Center Boulevard without entering through JSC. The childcare center will be inside JSC fence/gate. The construction is to be completed by March 15th.

After September 11th and until recently, access to the Gilruth was allowed through Gate 3 (Space Center Blvd. by the Hilton) for those with a Gilruth badge. The Gilruth access was changed to Gate 4 because it operates at later hours (Gate 3 closes at 3pm and Gate 4 closes at 8pm). The non-badged parents/guardians on-site access was then restricted to Gate 4 also to simplify guard work and communication. Mr. Walker reported that JSC Security is aware of the many complaints regarding non-badged access, and that they are still working out problems to improve their process.

Parents attended the meeting asked whether JSC Security can issue badges for parents/guardians. Mr. Walker reported that it's a possibility, but other issues with badges need to be worked out (e.g. retrieval of badge after it no longer needed, cost, etc...). Other questions included the possibility of allowing parents/guardians access through at least two gates or to include the main gate. Mr. Walker said the Security could look into the two gates possibility. Other comments from the meeting included complaints about inconsistent checks at the gate and sometime without using the Authorized Person List, and that the List at the gate may have contained more data than necessary. Mr. Walker said that the inconsistency is a part of the security procedure, and that JSC Security relies on the childcare center to provide correct and accurate information on the List. Mr. Walker was asked about non-badged parents/guardians leaving out of other gates (other than Gate 4), and he reminded everyone that non-badged parents/guardians should also leave through Gate 4. Ms. Schroeder brought up an issue with the WeCare substitutes being waved through at the main gate and came to the childcare center without visitor badge. This happened several times, and the childcare center got in trouble with JSC Security when the substitute was sent back to building 110 for badge. Mr. Walker reported that JSC is changing its security contractor starting April 1st. He is hoping that the new security contractor will provide better management (which is lacking with the current contractor) and communication to improve things.

With respect to the new Gilruth fence and gate, Mr. Walker reported that there would be a new gate on Second Street between the childcare center and the Gilruth. This gate will be closed/locked at some scheduled time, and a guard will man the gate when it's open. Mr. Walker offered to assist any committee setup to address problems and issues that SFEI members may have with the security policies, and thanked for the opportunity to discuss these issues. The discussion ended with Ms. Gomez's suggestion that Mr. Nguyen and whomever Mr. Walker designated to form a committee to investigate the possibilities discussed and hopefully to come up with a policy that will address everyone's concerns. Before Mr. Walker leave, Mr. Hall commented that Mr. Walker and the Center Operation as a whole have been doing a very good job with all the security changes after September 11th, and that SFEI members should be flexible and helpful whenever possible.

Ms. Hirning reported that the roof is fixed and it hasn't leaked yet.

A child fell and hit a water fountain because of water on the floor around the water fountain. NASA safety was notified and came out to investigate, but did not know how to fix the problem yet. Ms. Hirning will put a mat around the water fountain for now until NASA Safety determined a permanent solution.

Special Events:

Rodeo Day is Friday, February 22nd from 9-11am.

Easter Party will be on March 28th.

March 11th through 15 is Kindergarten spring break (i.e. no curriculum).

Summer camp registration will start on March 1st.

Other:

Ms. Hirning reported her investigation into the Children First Organization. Ms. Hirning explained that it's a good organization to work with, and that its services maybe good for some NASA employees, but not necessary good for SFEI. There was some confusion with respect to action (from Human Resources) to look into this Children First organization and its services. Mr. Hall explained that it was an unsolicited proposal from Children First to establish a partnership with NASA for access to childcare services for NASA and contractor employees, and that the Human Resources Office referred to the SFEI to evaluate the proposal. Ms. Hirning reported that it's a quality organization, but it requires a partnership and sharing of resources (e.g. Children First wants the old building, B210) and yet it does not provide childcare for sick child. Ms. Hirning reported that the 24/7 childcare services from Children First may not be useful because SFEI had tried before, unsuccessfully, to find enough demand for 24-hour childcare during Shuttle and Space Station missions from NASA and contractor employees. Ms. Vandersand believed that the demand for 24/7, elder care, and sick childcare exists, and took the action to survey the Center for customers for this type of services.

Ms. Hirning reported that the chocolate fund raising will start March 1st. The candy will be in the \$1 packages. A question was raised whether the profit amount for a box of candy could be donated in lieu of having to sell a box. The answer was yes.

Ms. Hirning reported that Vicki Cantrell, from NASA's graphic shop, had made some nice graphics for the walls and new folders for the new member package for us (free of charge), and she should be recognized for her good work and support.

Committees Report

Education Curriculum

Mr. Nguyen reported that he received a package on educational software from Elizabeth and David Goeken, and will work with the Director to determine what's best to buy for the school.

Playground

Ms. Hirning reported that NASA is looking into what to do with the Assure Crew Return Vehicle (ACRV) mockup, now a play structure. Mr. Hall commented that because the ACRV belongs to the Engineering Directorate, Mr. Frank Benz (Directorate Chief) has to determine what to do with it (repair or remove/replace).

Mr. Bryan Kelley reported on the estimates for the big kids swing set. Mr. Kelley report that the rubber fall zone as we currently have it is very expensive. The estimate for a 32'x34' (for 6 swings) formed rubber fall zone is \$10000. Other options are 'Kiddie Cushion' mulch and 4'x6' rubber mat under each swing. A six swings total package with a 32'x44' 'Kiddie Cushion' fall zone and six rubber mats costs \$6410 plus \$2225 for the shaded structure. A four swings total package with a 32'x34' 'Kiddie Cushion' fall zone and four rubber mats costs \$4685 plus \$1885 for the shaded structure.

Ms. Gomez reported that that we're having budget problem and may not be able to afford the swing set at this time. The shaded structure may or may not be needed if the swing set is located in the shaded area under the trees.

Newsletter and Webpage

Dates for summer camp registration and Kindergarten registration were to be posted on the webpage.

Room-1

No report

Room-2

No report

Room-3

No report

Room-4

No report

Room-5

Some parents from were present to complain about a biting and hitting problem in room 5. Most of the complaints were about the aggressiveness of one child. Ms. Hirning reported that she is working with the child parents on the problem. They have had one conference and they are going through a probationary period right now.

Room-6

Everything is good.

Room-7

No report

Room-8

No report

Room-9

No report

Board Members Report

Policies and Procedures (Jennifer Lewis)

Ms. Lewis presented a letter to be sent to Father Dominic Pistone from St. Paul and the Houston-Galveston Diocese as an Indemnity Agreement to be able to use St. Paul as a possible evacuation site. The Board agreed with the letter, and Ms. Lewis will send it out.

A background question was asked about the childcare center evacuation plan. Ms. Lewis explained the needs for updating the emergency plan and the Transportation Authorization form. She reported that the committee is still working on the form, making it more generic

by removing the word 'Emergency'. She hopes to have the final changes to the handbook done in time for printing in March.

Ms. Lewis reported that she will not post the Kindergarten waitlist on the webpage, but rather she will hand out a hardcopy of the waitlist to those members on it.

Treasurer (Laurie Garcia)

Handed out a financial report for review.

Secretary (Louis Nguyen)

No report

Vice President (Erica Vandersand)

No report

President (Susan Gomez)

Ms. Gomez dispositioned closed call report.

SFEI Members Report

Walk-ons

None

Old Business

None

New Business

None

The next meeting will be Thursday, March 21, 2001
JSC Child Care Center – Room 122 - 11:30AM-1:00PM